

MEETING OF THE
COMMISSIONERS OF ELECTIONS
IN THE CITY OF NEW YORK
HELD ON TUESDAY, APRIL 14, 2015
AT 1:30 P.M.
42 BROADWAY, 6th FLOOR, COMMISSIONERS' HEARING ROOM
NEW YORK, NY 10004

PRESENT: President Michael Michel
 Secretary Bianka Perez

Commissioners Jose Miguel Araujo, Ronald Castorina, John Flateau,
Michael Rendino, Alan Schulkin, Simon Shamoun

Michael J. Ryan, Executive Director
Dawn Sandow, Deputy Executive Director
Pamela Perkins, Administrative Manager
Georgea Kontzamanis, Operations Manager
Steven H. Richman, General Counsel
Raphael Savino, Deputy General Counsel
Nina Crispino, Director, Personnel
Valerie Vazquez, Director, Communications & Public Affairs
Kenneth Moltner, Counsel to the Commissioners
Steven B. Denkberg, Counsel to the Commissioners

GUEST: Howie Birnbaum
 Kate Doran, LWV NYC
 Rachel Fauss, Citizens Union
 Katharine Loving, CFB
 Cathy Gray

President Michel called the meeting to order at 1:43 P.M.

Commissioner Shamoun requested to discuss a Brooklyn personnel
matter in Executive Session.

Commissioner Araujo moved to table the minutes for the March 31, 2015 meeting. Secretary Perez seconded the motion, which was adopted unanimously.

Mr. Ryan provided a status report on the preparations for the May 5, 2015 Special Election which will be held in Staten Island and parts of Brooklyn. The information follows:

- The scanner testing of paper ballots commenced on April 13th; Party representatives began inspecting the voting systems and paper ballots on April 13th and are scheduled to finish by May 1st;
- There has been ramp training at the 4312 Second Avenue facility in Brooklyn to deal with additional ADA compliance issues concerning various poll sites;
- Additional ADA training was held on April 13th at the Voting Machine Facilities and on April 14th at the General Office from 9:00 A.M. – 1:00 P.M.;
- The last day to register to vote for the Special Election is on April 25, 2015. The General Office will remain open until Midnight to accept voter registrations;

- “Notices of Intent to Cancel” will not be processed for Staten Island and those Assembly Districts in Brooklyn that are affected by the Special Election. Processing will resume after the federal Special Election;
- Regarding combines, Election District (ED) signs have been printed to identify the ED’s that have been combined in the poll site;
- Voting equipment will begin to deploy starting the week of April 20th;
- The 11th Congressional District has 44 poll sites with 150 ED’s and there will be 99 reporting ED’s due to the combines;
- The 43rd Assembly District has 27 poll sites with 74 ED’s and there will be 51 reporting ED’s due to the combines;
- The NYPD approved the combines for the Police Precincts and a total of 6 Police Precincts will be used;
- All unofficial Election Night results will be uploaded onto the Tablets at all poll site locations to further test the pilot program that was conducted in the November General Election. The Board is still continuing the process of delivering the PMDs to the Police Precincts as a back-up fail safe system;

- As of yesterday, 93% of poll workers have been assigned to Staten Island and 86% have been assigned to Brooklyn;
- There will be 100 stand-by poll workers assigned to Staten Island and 200 assigned to Brooklyn;
- The first day to mail the poll worker “Notices to Work” is on April 17th;
- The Nursing Home program will commence on April 22nd;
- Staff is expecting the delivery of poll books on either April 20th or 21st which will be reviewed in a timely fashion, and then loaded into the Supply Carts. As per past practice, the poll books will be tabbed alphabetically and will include the age of the voter, in addition to the date of birth, which will help aid the poll workers. This helps address the concerns of the public and poll workers. If voter fraud is suspected, a poll worker can administer a Challenge Oath (Title V, Article 8 of the New York State Election Law);
- Privacy Booths have been reduced in accordance with the Commissioners’ directive;
- The Advanced Privacy Sleeves will be used for the ballots, and the privacy screens on the sides of the scanners have been increased in size to ensure total secrecy for the voter;

- The final sample ballots were posted on the Board's website on March 31, 2015.

Mr. Ryan reported that the Board has been working closely with Evan Terry Associates (ETA) and the Americans with Disability Act's North East Center who are conducting training sessions for all employees at the Board concerning the general understanding of ADA requirements. The Special Election Monitoring Teams have been trained at the General Office. Training will also be held at the Brooklyn and Staten Island Voting Machine Facilities which will be completed in advance of the Special Election. Mr. Ryan reported that the Board has received 40 draft poll site surveys from ETA to date. In Staten Island, solutions for barriers will be implemented for the Special Election. The Board is not required to act on draft surveys, but there are solutions and the Board is taking proactive steps implementing them in advance. The Board found that there is no legal reason to object these draft surveys. Mr. Ryan noted that the Board wants to ensure that voting is independently accessible. An additional 38 Door Clerks have been assigned in Staten Island where ETA has tested the pressure that needs to be asserted to open a door. The Door Clerks will make sure that the doors remain open for voters. In 22 other locations, door props will be used where Door Clerks are not required. A total of 26

traffic cones will be deployed which will act as barriers to objects that may be obtruding from the wall such as water fountains, air conditioners, fire extinguishers, etc. The floor plans for these poll sites have been updated to identify where the Door Clerks, door props, and traffic cones will be located. Mr. Ryan reported that 11" x 17" poll site schematics will be posted on top of each Supply Cart for Election Day. A copy of the schematic will also be included in the Coordinator's Package. Mr. Ryan noted that staff is transitioning from the VISIO computer program to TurboCAD which allows for a more enhanced poll site schematic.

President Michel moved to convene an Executive Session for purposes of personnel and litigation matters. The motion was seconded, and adopted unanimously.

Following Executive Session, the public meeting resumed and Mr. Ryan reported the following action that was taken in Executive Session:

- I. Ellen Giwa, an Administrative Assistant in the Executive Office, was granted an advance of 84 hours to be used intermittently upon exhaustion of her current leave balances, and is to be paid back.

Commissioner Rendino moved to adjourn the meeting. Commissioner Araujo seconded the motion, which was adopted unanimously.

The next stated meeting of the Commissioners will be held on Tuesday, April 28, 2015 at 1:30 P.M.